



ARIZONA FIRE & MEDICAL AUTHORITY

GOVERNING BOARD REGULAR MEETING

MINUTES

Tuesday, October 27, 2020

MINUTES

1. **CALL TO ORDER / ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

Board Chairman Wilson called the meeting to order on Tuesday, October 27, 2020, at 11:00 a.m. The meeting was held telephonically due to social distancing requirements relating to the COVID-19 pandemic.

Members Present: Board Chairman David Wilson and Board Members Richard Bookie and John Crawford

Members Absent: Board Clerk Dawn Miller and Board Member Karen Gueltzow

Staff Present: Fire Chief Rob Biscoe, Assistant Chief Mary Dalton, Assistant Chief Chris DeChant, Deputy Chief/Fire Marshal Eric Kriwer, Division Chief Kane Nixon, Division Chief Brad Puckett, Emergency Manager Kim Campbell, Captain Marc Chambers, Engineer Matt Burry, Finance Manager Diane Goke, Administrative Manager Deborah Musselman, and Authority Clerk Dusty Christopherson

Legal Counsel: Legal & Intergovernmental Affairs Director Lee Miller

Guests Present: North County Fire & Medical District Board Member Tony Sambol; South County Fire & Medical District Board Member Bill Becker and Diane Price; Jim Young, Sun City West Resident

Media Present: None

2. **CALL TO THE PUBLIC**

There was no response to the Call to the Public.

3. CEREMONIAL PRESENTATIONS

A. Promotional Swearing-In Ceremony

A biography was read and Captain Marc Chambers raised his right hand and completed the Oath of Office. Board Members and Staff congratulated Captain Chambers on his promotion.

4. FINANCIAL SUMMARIES AND AUDIT REPORTS

A. Arizona Fire & Medical Authority Financial Reports for September 2020.

Diane Goke, Finance Manager presented the Arizona Fire & Medical Authority Financial Reports for September 2020 and answered any questions from Board Members.

In response to an inquiry, Ms. Goke stated that the ambulance receivables are currently at 18.9% of revenue, but are usually closer to 25% of revenue generation at this point in the year, we do see a decline in the summer months, but Staff will continue to watch this category closely in the coming months to identify any trends.

5. CONSENT AGENDA

A. Approve Monthly Financial Reports for September 2020.

B. Approve Regular Board Meeting Minutes – September 22, 2020.

Board Member Crawford moved that the Arizona Fire & Medical Authority Governing Board approve all items on the Consent agenda. Board Member Bookie seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Wilson

NAYS: None

ABSENT: Gueltzow, Miller

6. CURRENT EVENTS SUMMARIES AND REPORTS

A. Operations Division (Including Operations/Deployment, Support Services, and Emergency Medical Services/Training) – Current Event Summary for September 2020

Chris DeChant, Assistant Chief – Operations Division presented the Operations Division Event Summary for September 2020 and answered any questions from Board Members. Assistant Chief DeChant noted that when compared to Fiscal Year 2019/20, the total responses for all of AFMA's jurisdictions are up by 2.2%.

In response to an inquiry, Assistant Chief DeChant noted that the Battalion Chief services agreement with Buckeye Valley Fire District is still in place and is utilized on an as needed basis when a local Command Officer is needed on any given incident.

Assistant Chief DeChant provided an update on the current wildland teams on deployment to the Horse Fire in the Prescott National Forrest.

Brad Puckett, Division Chief – Support Services provided a construction update on the projects taking place at Station 341 and the proposed floorplan for the Station 232 renovation.

Assistant Chief DeChant provided an update on the Training Section and noted that training hours this year are down from last year due to the COVID-19 pandemic but Staff has completed a plan to catch Staff up with required trainings and are utilizing a number of online learning platforms to accomplish the task.

B. Community Risk Management Division – Current Event Summary for September 2020

Eric Kriwer, Division Chief/Fire Marshal – Community Risk Management Division presented the Community Risk Management Division Event Summary for September 2020 and answered any questions from Board Members.

C. Business Division (including Planning/Tech Services/Emergency Management, Financial Services, Administration, and Human Resources) – Current Event Summary for September 2020

Mary Dalton, Assistant Chief – Business Division presented the Business Services Division Event Summary for September 2020 and answered any questions from Board Members.

D. Arizona Fire & Medical Authority Chapter of the United Sun Cities Firefighters Association – International Association of Firefighters Local 3573 Updates.

Matt Burry, Local 3573 Representative, stated that there has been a change in local leadership, T.J. MacKay has decided to step down from the Presidency and Scott Dial has been elected into that position.

E. Correspondence Review – Correspondence received or sent by the Arizona Fire & Medical Authority which would be of interest to the Governing Board will be reviewed by the Board Clerk.

Board Chairman Wilson reviewed correspondence received during the month of September 2020.

7. **REGULAR BUSINESS**

A. **Discussion relating to the COVID-19 Pandemic, including expense reimbursement and funding efforts and reopening plans.**

Kane Nixon, Division Chief – Planning/Technical Services/Emergency Management, presented the Governing Board with an update on the COVID-19 Pandemic, including national statistics, Arizona statistics, heat map of cases by zip code, testing numbers versus positive results, testing by State of Arizona, and case numbers versus hospital capacity. Division Chief Nixon continued by providing the Governing Board an update on AFMA specific statistics, including call volume and positive cases by zip code.

Kim Campbell, Emergency Manager provided the Governing Board with an update on the reopening plans for the Authority and answered any questions from Board Members.

B. **Discussion relating to the Carcinogen Exposure Reduction Program**

Division Chief Nixon provided the Governing Board with an update on the Carcinogen Exposure Reduction Program including the Heart Fit for Duty firefighter physicals, clean zones in fire stations, personal protective equipment and resources, and decontamination policies and procedures. Division Chief Nixon answered any questions from Board Members.

C. **Discussion and Possible Action relating to the Maricopa County Department of Public Health Strategic National Stockpile/Point of Distribution Intergovernmental Agreement.**

Kim Campbell, Emergency Manager presented the Maricopa County Department of Public Health Strategic National Stockpile/Point of Distribution Intergovernmental Agreement and answered any questions from Board Members.

Board Clerk Bookie moved that the Arizona Fire & Medical Authority Governing Board approve the Maricopa County Department of Public Health Strategic National Stockpile/Point of Distribution Intergovernmental Agreement and authorize the Fire Chief to execute the Agreement, following final legal review. Board Member Crawford seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Wilson
NAYS: None
ABSENT: Gueltzow, Miller

D. Discussion and Possible Action relating to Capital Expenditures – Heart Monitor Gurney Mounts.

Assistant Chief DeChant presented the Governing Board with a request to purchase 6 Heart Monitor Gurney Mounts utilizing Capital Improvement Funds and purchasing direct from the manufacturer.

Board Member Crawford moved that the Arizona Fire & Medical Authority Governing Board approve the purchase of six Safety Arm System 500 Models, Bracket Pro Series 35, and IV Pro Adapters from Technimount System, in an amount not to exceed \$17,000. Board Member Bookie seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Wilson

NAYS: None

ABSENT: Gueltzow, Miller

8. **SUGGESTED ITEMS FOR FUTURE BOARD MEETING AGENDAS**

There were no items requested.

9. **ADJOURNMENT**

The meeting adjourned at 12:57 p.m.

Dawn Miller

Dawn Miller (Nov 19, 2020 18:38 MST)

Dawn Miller, Board Clerk


October 27 2020 Minutes


Final Audit Report

2020-11-20


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